



**DEPARTMENT OF THE NAVY**  
PERSONNEL SUPPORT ACTIVITY DETACHMENT MONTEREY  
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IN REPLY REFER TO:  
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Ser 00/084  
27 Sep 02

From: Chief Petty Officer in Charge, Personnel Support Activity Detachment, Monterey

Subj: MINUTES OF THE 26 SEP 02 PERSUPDET MONTEREY PASS LIAISON  
REPRESENTATIVE (PLR) MEETING

1. The monthly PLR meeting was held on Thursday, 26 Sep 02 at 0930. The commands represented were NTTCD, NMAU, Branch Dental, FNMOC, NAVPMOSSP Sunnyvale, NAVAIRESCEN San Jose.
2. Topics of discussion were as follows:

**Customer Service/Receipts:**

- Dependent Death Reporting Requirements and Claims Processing for Family Servicemembers Group Life Insurance (FSGLI): NAVADMIN 317/02 provides the reporting requirements and instructions for processing FSGLI claims for Navy dependent deaths. In the event of the death of a dependent covered under the FSGLI program, the service member's command should immediately contact PERS-62D at 1-800-368-3202 for instructions. Service members must complete a claim form (SGLV-8283A) and provide a copy of the death certificate to PERS-62D prior to submission to SGLI service provider. Claim forms and coverage details can be found online at [www.insurance.va.gov](http://www.insurance.va.gov).

- ID Cards: All personnel must surrender their old CAC or Teslin Identification Cards when re-issued a new card. DOD policy dictates only certain category of individuals can carry more than one CAC (i.e. a reservist who is also a DOD contractor employee).

- Reenlistments: All reenlistment requests must be received by PSD no later than 30 days prior to the member's reenlistment date. The ultimate responsibility to track a member's EAOS or ETS rests with the service member. The member must contact his/her Command Career Counselor months before their EAOS or ETS to extend or reenlist. Failure to do so could result in stoppage of pay and allotments.

**Transfers:**

- Officer Personnel Information System (OPINS): Command Career Counselors (CCC) should now have access to the OPINS menu via MMPA. The CCC will generate their own requests via OPINS for items such as Fleet Reserve Requests, Selective Reenlistment Bonus', and Career Status Bonus'. The web site for downloading the Users Guide for OPINS is [www.staynavy.navy.mil](http://www.staynavy.navy.mil) in the CCC section. For assistance please contact PSD.

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**Military Pay:**

- Minnesota State Tax Exemption: Members who declare Minnesota as their state of legal residence but are not stationed in Minnesota are exempt from Minnesota state income tax withholding (SITW) based on the non-resident rule by the state of Minnesota. Members who declare Minnesota as their state of legal residence and are transferred PCS outside of the state of Minnesota must declare their exemption by completing the state's version of the Form W-4 or complete a state income tax exemption test certificate. Members who declare the exemption and are then transferred PCS to a duty station within the state of Minnesota will have the SITW automatically deducted at the Single with no exemptions rate until they elect to change the withholding rate.

- Career Status Bonus (CSB) Enlisted Payments: Military Pay Advisory 98/02 announced that due to an increase in eligible enlisted personnel, Navy has experienced a higher than anticipated number of enlisted members electing the career status bonus. As a result, the program has more takers than the FY-02 CSB Enlisted Budget can support. By statute, payment of CSB must be made NLT the first month that begins on or after the date that is 60 days after the date the election is effective. In the past, the program has allowed DFAS 30-45 days to process payment of the CSB after the election is effective and most payments were made within 10 working days. Because of the current budget constraints Navy has directed DFAS to make payment to members with a CSB effective date of 23JUL02 or later, no earlier than 15OCT02 as provided by law. Your support during this time is greatly appreciated.

- Family Servicemember's Group Life Insurance (FSGLI): Defense Manpower Data Center (DMDC) has advised Navy MILPAY OPS that in July 2002 DMDC submitted in excess of 5000 retroactive FSGLI premium increases to DFAS that were processed to service members Master Military Pay Accounts (MMPA). The large volume of retroactive FSGLI premium increases were submitted as the result of DMDC processing a backlog of spousal date of birth (DOB) changes. The retroactive processing was reflected in the 2002 August end of month pay computation. These retroactive FSGLI DOB changes will automatically create retroactive deductions for those members involved and post on the LES stating a "STIPEND OVERPAYMENT". These debts will be collected over the next three months (Sep-Nov) unless the total debt amount is less than 10 dollars.

**Travel:**

- Dislocation Allowance (DLA): Effective 9 February 2002, Partial DLA of \$500.00 must be paid to members who are ordered to occupy/vacate Government type, Government Family type quarters due to privatization, renovation or any reason other than PCS. Partial DLA is not authorized for those local moves from Government Quarters upon separation/retirement.

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**Transportation:**

- Air Mobility Command (AMC) Baggage Policy: Recent incidents of individuals traveling with several thousand pounds and/or items over 100 pounds have impacted AMC's ability to transport all traveler's baggage due to space and weight limitations. AMC policies regarding baggage and excess baggage are as follows:

- Each individual is authorized free carriage of two checked bags (not to exceed 70 pounds or 62 linear inches). Any amount over the limit is subject to an excess baggage charge payable by the traveler. Checked baggage weighing over 70 pounds is counted as two pieces.
- Excess baggage must be included on travel orders and state the number of pieces authorized.
- Items weighing in excess of 100 pounds will not be accepted as checked baggage and must be shipped as freight.
- In the event aircraft cannot accommodate all baggage, priority will be given to each traveler's two personal bags, followed by additional mission essential excess baggage authorized on orders and space permitting, excess baggage not authorized on order and moved at traveler's expense.

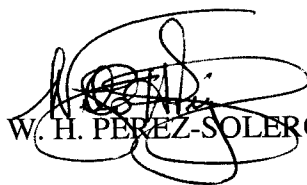
- New \$12.00 Service Fee: Effective immediately SATO will charge a \$12.00 service fee for all leisure tickets and all tickets exchanged for leave in conjunction with official tickets.

**Miscellaneous:**

- PSD Monterey's Web Site: For information regarding exams, PLR Meetings, travel, etc. go to <http://www.nps.navy.mil/psd/>.

- E-Reports: In order to view a report on the E-Reports Website you must first request the report from PSD. PSD will download the report from NSIPS and then our SA will upload it into the E-Reports Website. You will be able to view the report within 24 hours. Request the following reports from PN1(AW) Hester: Alpha Roster, Prospective Gain report, and the Meal Pass report. Request the following reports from PN1 Elliott: EAOS Report and Prospective Loss report. Request the following reports from PN2 Hodlik: Evaluation report, and Good Conduct report.

3. The next PLR Meeting will be held on Thursday, 31 Oct 02 at 0930 in the PSD Conference Room.

  
W. H. PEREZ-SOLERO

Distribution:  
PSDMTRYINST 5216.1N  
List A, B, C, and D